

**Joint Meeting of the Water & Sewer Commission
And the Electric Utility Commission
Meeting Minutes, October 1, 2018**

Roll Call: Commissioners Dennis Donahue, Steve Fitzhugh, Julie Goodrich, and Ken Goslant. Others present: Town Manager Jeff Schulz, Utility Superintendent Pat Demasi, Jonathon Spencer. The meeting started at 6:30 PM.

Approval of Minutes from Previously Meetings

Motion by Dennis Donahue, second by Steve Fitzhugh to approve the minutes of August 13, 2018. **Motion passed 4-0.**

Meeting of the Electric Commission

Advanced Metering Infrastructure (AMI) Workshop

Steve Fitzhugh stated that he attended an AMI workshop at VPPSA to evaluate deploying electric and water smart meters in Northfield. Steve added that two documents were recently introduced to the Public Utility Commission discussing the requirement for the installation of smart meters.

The next step in this process is to have consultants visit each utility to analysis the utilities' IT system, staffing levels and skillsets, customer characteristics, telecommunications challenges/strengths, and the benefits of AMI to each utility. This effort will lead to a written report assessing whether the utility is ready for AMI deployment, and if not, the steps needed to make AMI viable. The goal is to begin building justifications for whatever decision makes the sense for each utility to use later in the regulatory process. Steve noted that Northfield could be ready to install smart meters within a year.

100 Kw Solar Project – National Guard Armory at Norwich

The Army National Guard has applied for a certificate of public good for a 100 Kw solar project on the National Guard's building located on Norwich property. This project should not have a significant impact on NED's budget (as with Bull Run) because it is smaller, it will operate under the new net metering rules, and NED will not have to purchase power for the facility. We have asked for an extension of the time to comment on the project to allow for GMP to perform a system analysis impact.

EV Charging Stations

The Vermont Legislature has directed that 15% of Vermont's portion of the VW settlement funds be directed towards installing EV charging stations. The total available funding for charging stations in VT is expected to be \$2.4 M.

The VT Department of Housing and Community Development has been working with other state agencies to develop a grant application process for disbursing the VW funds for charging stations. Grants can be used for Level 1, Level 2, or DC Fast Charging infrastructure. Local governments, business, utilities, nonprofits, homeowners are eligible to apply for the funds. The next deadline to apply for grant funding is November 30. We are considering applying for a grant a charging in or around the downtown. As part of the process, we will reach out to the community via front porch forum to get suggestions for possible charging station sites in Northfield.

Meeting of Water and Sewer Commission

Water Line Replacement Project

Patrick Demasi gave an update on the Water Department's water line replacement projects noting that they are nearly finished with the Union Street and North Street water line projects. The remaining work on the projects includes the repaving of the sidewalk and site clean-up along Union Street. This work is on hold until details and construction on the Union Street Stormwater project is completed. The stormwater project is on hold because of higher than expected project costs, and the resulting need to obtain additional project funds from the State of Vermont.

Patrick is updating the five-year water line replacement plan for water lines the Water Department is comfortable replacing. These projects include smaller lines and not large mains. The Water Department can replace water lines at a cost of \$40 to \$60 per foot (not including labor) versus \$250 to \$300 per foot for contractors.

Wellfield – Pump 1

The Water Department is contracting with a firm to redevelop well number one on the wellfield and found that the water flows yield has lowered from an average of 380 gallons a minute to 280 gallons a minute. The main reasons for the drop appear to be related to the pump which is over 30 years old. Another contributing factor could be the water source itself. Patrick recommends replacing the well pump at this time because it should increase yield to over 350 gallons per minute. The cost of the new pump is approximately \$16,000. The Commission agreed with the recommendation to purchase a new pump.

Motion by Dennis Donahue, second by Ken Goslant to adjourn the Joint Meeting of the Electric Commission and the Water/Sewer Commissions. **Motion passed 4-0.**

Jeff Schulz, Town Manager